

**COMMISSION ON TEACHER CREDENTIALING**

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**OFFICE OF THE EXECUTIVE DIRECTOR**

July 10, 2008

Lisa Porshe-Burke, President  
Phillips Graduate Institute  
5445 Balboa Blvd..  
Encino, CA 91316-1509

Dear President Porshe-Burke:

I am writing to inform you that on June 19, 2008, the Committee on Accreditation, on behalf of the Commission on Teacher Credentialing, assigned the status of **ACCREDITATION WITH TECHNICAL STIPULATIONS** to Phillips Graduate Institute and all of its credential programs.

Following are the stipulations:

- That the unit provide evidence that all Common Standards less than fully met are now met.
- a. That the unit provide written documentation that sufficient personnel resources are allocated to each of the credential programs to ensure their effective operation.
- b. That the unit provide written evidence that district representatives and credential holders work in conjunction with the institution to develop the school counseling and school psychology internship programs and related program evaluations. The unit needs to provide written evidence that a plan has been developed with related program evaluation criteria.
- c. That the unit provide written documentation noting admission requirements for school counseling and school psychology internship programs. The unit needs to provide printed materials to candidates describing admission requirements for the school counseling and school psychology internship programs. The unit needs to provide documentation regarding the steps which school psychology and school counseling internship candidates must take to complete a counseling or psychology credential.
- d. That the unit provide written documentation that there are individual plans for mentoring, support, and professional development for each internship candidate (school counseling and school psychology). The unit also needs to provide evidence of collaboration with employing school districts to develop the individual plan.

- That the unit provide evidence that the school counseling program is coordinated effectively in accordance with a cohesive design that has a cogent rationale.
  - That a focused revisit takes place in one year, by a team member and Commission consultant, primarily focusing on the school counseling program design (Generic Standard 1: Program Design, Rationale and Coordination).
1. On the basis of this decision, the institution is authorized to recommend candidates for the following Credentials:
    - Pupil Personnel Services Credential  
School Counseling Credential  
School Counseling Internship
    - Child Welfare and Attendance
    - School Psychology Credential  
School Psychology Internship
  2. In addition:
    - The institution's response to the preconditions is accepted.
    - Phillips Graduate Institute is permitted to propose new credential programs for approval by the Committee on Accreditation.
    - Phillips Graduate Institute continues in its assigned cohort on the schedule of accreditation activities, subject to the continuation of the present schedule of accreditation activities by the Commission on Teacher Credentialing.

Should you or your staff have any questions relating to this action, you may address them to Teri Clark, Administrator of Accreditation, at (916) 323-5917.

The Commission and its staff are grateful to Phillips Graduate Institute for its commitment to the preparation of professional educators.

Sincerely,

Dale A. Janssen  
Executive Director

cc: Maria Elena Tostado, Dean  
Education/School Counseling Department

P. David Pearson, Chair

DJ/LB/TC/ta

